

2013-14 Initiatives Processes

November 1, 2013

1. From the meeting wiki (near bottom) access the Collaborative Projects Site (Collaborative login required)
2. Select Project Teams from sidebar and review
3. Access the Team Member Directory from Project Teams page
4. **Each member selects one of the initiatives on which to work**
 - a. BT Support Critical Attributes
 - b. The Principal and Beginning Teacher Support
5. Each member click the Add Item tab and complete the popup window for selected project and Save
6. Select Team Meetings from sidebar
7. Select Action Items from sidebar
8. Select Discussion from sidebar
9. Select Documents from sidebar
10. Select Home from sidebar
11. Divide into groups by project
12. Select a recorder (online) from each group
13. The recorder will enter the information in the Strategy Recommendations form (link on meeting wiki)
14. Each group will review strategies for their assigned objective and make recommendations for revisions including emphasis on assigned project
15. Each group will present its strategy recommendations to the whole group
16. The whole group will reach consensus on strategy revisions
17. Using the revised strategies, each group will make recommendations for ways to complete its project (refer to Collaborative Projects Site)
18. Each group will present its recommendations to the total group for consideration.
19. The whole group will reach consensus on project recommendations